



Department of Medical Assistance Services
600 East Broad Street, Suite 1300
Richmond, Virginia 23219

www.dmas.virginia.gov

MEDICAID PROVIDER MANUAL UPDATE

TO: All Providers of Local Education Agencies Participating in the Virginia Medical Assistance Program and Managed Care Organizations

FROM: Gregg A. Pane, MD, MPA, Director
Department of Medical Assistance Services (DMAS)

MEMO: Update

DATE: August 11, 2010

SUBJECT: Update to the Local Education Agency (LEA) Provider Manual to Reflect Clarifications to Provider Requirements, Covered Service Requirements, Quality Management, Utilization Review, and Billing

The purpose of this memorandum is to provide clarification related to the Local Education Agency Provider Manual, previously the School Health Services Provider Manual. All program requirements may be viewed in the forthcoming manual update. Specific program clarifications/changes are emphasized below:

Chapter II

- Psychiatry and psychological services now referred to as psychiatry, psychology and mental health services to clarify that counseling services are a covered service as well.
- Assessments/reassessments for DMAS billable special education and related services are only covered by DMAS if documented in the student's Individualized Education Program (IEP) or result in a DMAS covered IEP service.
- Services provided by college students, interns and graduates who do not meet the professional qualification requirements listed in this Chapter, are not considered billable to DMAS even if supervised by licensed practitioner of healing arts.
- Local education agency based providers with conditional or provisional licenses are not qualified for DMAS reimbursement of direct services.
- This Chapter now references the specific Virginia Administrative Code for each licensed professional of the healing arts and is documented in each discipline's section.
- Personal Care Assistants provider requirements have been clarified.

Chapter IV

- Defines a local education agency as a school district which is an entity which operates local public primary and secondary schools.
- Added information about DMAS' new fiscal agent as well as new DMAS Eligibility Vendors.
- Removed information about the EPSDT program and reference the EPSDT Provider Supplement Manual.
- Clarified Therapy definitions for student's under age of 21.
- Clarified maximum number of students allowed per therapy treatment session.
- Removed Coordination of Therapeutic Services section because of the confusion this was causing with parents and providers that if the school bills DMAS for services that it will impact the services the student

receives outside the school. The individuals licensing requirements would require that if the therapist has knowledge of other providers, they should coordinate care at the best of their ability.

- Removed Categorization of Two Subgroups: Acute vs. non acute conditions as this typically does not apply in the school setting, but in an outpatient setting.
- Clarified each of the discipline sections to include what is covered by DMAS and meets the individual's licensing regulations and Special Education regulations. Also changed supervision requirements to meet those of individuals licensing regulations.
- Added definition regarding Nursing delegation as defined by nursing regulations.
- Defined Nursing Assessment covered by DMAS as performed in the school setting.
- Clarification of psychiatric, psychological and mental health services covered by DMAS in the local education agency setting. Provided definition of technician.
- Clarification of personal care assistant services and supervision requirements.
- Clarification that specialized transportation is only covered when provided on a specially adapted school bus, documented in the child's IEP and on days a child receives another DMAS covered services by the school.

Chapter V

- Contact information provided regarding the cost reports.
- Clarified specific service limits in this chapter.

Chapter VI

- Updated record retention requirements per the Virginia Board of Medicine (18VAC85-20-26).
- Clarified electronic signature requirements.
- Clarified specific documentation requirements per service.
- All forms have been updated to reflect documentation requirements in this chapter and have been assigned a DMAS form number. Forms are now fillable online.

Trainings for Local Education Agency providers will take place this fall at the annual Department of Education (DOE) and Department of Medical Assistance Services Training and local education agencies will be notified by DOE of specific training dates and registration methods.

The attached table shows the changes to the manual.

VIRGINIA MEDICAID WEB PORTAL

DMAS offers a web-based Internet option to access information regarding Medicaid or FAMIS member eligibility, claims status, check status, service limits, service authorizations, and electronic copies of remittance advices. Providers must register through the Virginia Medicaid Web Portal in order to access this information. The Virginia Medicaid Web Portal can be accessed by going to: www.virginiamedicaid.dmas.virginia.gov. If you have any questions regarding the Virginia Medicaid Web Portal, please contact the ACS Web Portal Support Helpdesk, toll free, at 1-866-352-0496 from 8:00 A.M. to 5:00 P.M. Monday through Friday, except holidays. The MediCall audio response system provides similar information and can be accessed by calling 1-800-884-9730 or 1-800-772-9996. Both options are available at no cost to the provider.

ELIGIBILITY VENDORS

DMAS has contracts with the following eligibility verification vendors offering internet real-time, batch and/or integrated platforms. Eligibility details such as eligibility status, third party liability, and service limits for many service types and procedures are available. Contact information for each of the vendors is listed below.

Passport Health Communications, Inc. www.passporthealth.com sales@passporthealth.com Telephone: 1 (888) 661-5657	SIEMENS Medical Solutions – Health Services Foundation Enterprise Systems/HDX www.hdx.com Telephone: 1 (610) 219-2322	Emdeon www.emdeon.com Telephone: 1 (877) 363-3666
---	---	--

COPIES OF MANUALS

DMAS publishes electronic and printable copies of its Provider Manuals and Medicaid Memoranda on the DMAS website at <http://dmasva.dmas.virginia.gov/>. Refer to the “Provider Services” link, which takes you to the “Provider Manuals, Memos and Communications” link. This link opens up a page that contains all of the various communications to providers, including Provider Manuals and Medicaid Memoranda. The Internet is the most efficient means to receive and review current provider information. If you do not have access to the Internet or would like a paper copy of a manual, you can order it by contacting Commonwealth-Martin at 1-804-780-0076. A fee will be charged for the printing and mailing of the manuals and manual updates that are requested.

“HELPLINE”

The “HELPLINE” is available to answer questions Monday through Friday from 8:30 a.m. to 4:30 p.m., except on state holidays. The “HELPLINE” numbers are:

1-804-786-6273 Richmond area and out-of-state long distance
1-800-552-8627 All other areas (in-state, toll-free long distance)

Please remember that the “HELPLINE” is for provider use only. Please have your National Provider Identification Number available when you call.

Attached Number of Pages: (1)

**LOCAL EDUCATION AGENCY
DMAS PROVIDER MANUAL**

**REVISION CHART
August 11, 2010**

SUMMARY OF REVISIONS

MANUAL SECTION	MATERIAL REVISED	NEW PAGE NUMBER(S)	REVISED PAGE(S)	REVISION DATE
Chapter II	Chapter II		Entire Chapter	8/11/2010
Chapter IV	Chapter IV		Entire Chapter	8/11/2010
Chapter V	Chapter V		Entire Chapter	8/11/2010
Chapter VI	Chapter VI		Entire Chapter	8/11/2010

FILING INSTRUCTIONS

MANUAL SECTION	DISCARD	INSERT	OTHER INSTRUCTIONS
Chapter II	Old Chapter II	New Chapter II	
Chapter IV	Old Chapter IV	New Chapter IV	
Chapter V	Old Chapter V	New Chapter V	
Chapter VI	Old Chapter VI	New Chapter VI	